

MINUTES  
SPECIAL MEETING  
CITY COUNCIL

April 20, 2015

Mel L. Cohen, Mayor

Sally W. Sandy, City Manager  
Louis E. Vinay, Jr., City Attorney

John H. Cantrell     )  
Forrest A. Fleming   ) Councilmen  
Sidney Simmons     )  
Ronnie Thompson    )

Staff in attendance: Scott Hildebran, Chief Ronnie Rector, Abby Gentry, Karen Duncan, Lee Anderson, Joshua Harris, and Sharon Jablonski.

Others in attendance: Ron and Ann Martin, Mike Bridges, Wendy Cato, Jim and Jan Richardson, Kevin Brookshire of Wilkie Construction, Jerry Norvell, Glen Flanagan of the News Herald, and the Rev. Laura Elliot of First United Methodist Church.

I. The meeting was called to order in Conference Room 4 at City Hall at 12:00 p.m. by Mayor Cohen.

The Mayor stated the purpose of the meeting was to consider award of a contract for further construction at the Morganton Community House, and for a budget amendment related to that project.

The Mayor introduced those in attendance and stated that most in attendance were supporters of the Community House Renovation project. Then, on the Council and City's behalf, the Mayor thanked Mike Bridges for his family's matching donation, along with that of the Johnson-Phifer family, to the Community House courtyard project.

II. Consideration of Award of Contract for Renovations at the Community House / Courtyard – The City Manager stated that in January 2015, bids were requested and received from three contractors for renovations at the Community House. On January 5, 2015 the City Council awarded a contract to Wilkie Construction for kitchen, basement and utilities/infrastructure upgrades.

In that bidding process, bids were received as "Alternate #1" for courtyard renovations. Wilkie's bid of \$121,334 was the low bid received for the courtyard work. No award for Alternate #1 was made in January because the funds to complete the courtyard were then still being raised from private sources.

The City Manager stated that the Susu Phifer Johnson family has donated \$75,000 and challenged the City to find a match. Mike Bridges' family accepted that challenge and

has pledged \$75,000 for a total of \$150,000 for the renovation and upgrade to the courtyard and front entrance of the Community House.

Wilkie Construction has indicated a willingness to do the courtyard work for its original bid price of \$121,334, plus \$11,576 for field services and supervision, for a total of \$132,910. Originally, the same supervisor was scheduled to be on site for both the original contract and "Alternate #1". Since the first project is winding up, it is necessary to have a supervisor on-site for an additional 60-75 days to oversee and complete the courtyard project.

Staff recommends awarding the contract to Wilkie for "Alternate #1", and starting the courtyard renovation immediately.

The City's September 8, 2014 contract with Glazer, Inc. provides that for an additional \$5,000 that firm will provide architectural services for the courtyard portion of the Community House project. The City Manager stated that Glazer Architecture and City staff are in conversation regarding the costs of additional services due to the fact this project is no longer concurrent with the first portion.

The budget for the courtyard renovation is as follows:

Construction/field services by Wilkie	\$132,910
Architectural services by Glazer	5,000
Contingency	<u>12,000</u>
	<u>\$149,910</u>

The private funding is \$150,000. The private contributions are pledged and expected to be paid over three years beginning in calendar year 2015. Therefore, a budget amendment is required to complete the project now. The recommendation is to use Capital Reserve Funds and pay those back over the next three years as the private donations are received.

The City Manager then explained how the Capital Reserve fund would be replenished over the course of the next few years when pledges were received.

The Council was given large scale conceptual drawings. Councilman Cantrell asked about the proposed handicap ramp in relation to the current rock wall. Lee Anderson showed on the drawings how the handicap ramp was planned as well as other entrances.

The Mayor asked if the exterior doors that lead to the Connelly Room would be used. Lee stated those would probably be used more due to the proposed conference rooms downstairs. Lee also explained how the landscaping would help to buffer noise and stated they are still working through some of the shrubbery specifications. The Mayor asked whether irrigation was part of the landscape plan. Lee stated it is not in the current plan but could be added.

Councilman Thompson asked if electrical work was included in this bid. Anderson stated it was and gave some details regarding outlet placement and lighting. The City Manager stated that as part of the renovation they would also be moving an electrical box and reworking the signal at the corner of King and Queen Streets. Councilman Thompson asked if workers would need to go through the courtyard during future renovation phases. Lee stated they would.

Wendy Cato stated she is very excited about the courtyard; she is the planning director for a wedding in October and has plans to use the outdoor space.

Councilman Thompson asked about storage for the exterior tables and chairs. Sharon responded she has asked for more interior storage for items such as this.

Wendy Cato stated the courtyard is a very visible project. The Pilot Club feels that a good time to kick off the public fundraising campaign is when the project is complete because everyone can drive by and see what has been done so far.

Reverend Elliott stated it has been a wonderful experience for First Methodist to work with the Community House during the renovation.

Upon motion by Councilman Thompson, seconded by Councilman Cantrell, and carried unanimously, the Council awarded a contract to Wilkie Construction for \$132,910.

Upon motion by Councilman Cantrell, seconded by Councilman Fleming, and carried unanimously, the Council awarded a contract with Patti Glazer, Inc. for architectural services for \$5,000.

The Mayor asked Kevin Brookshire of Wilkie to look into irrigation and make a recommendation of need. Brookshire stated that "before it's pretty, it's going to be ugly", and they hope to mobilize sometime this week.

Upon motion by Councilman Cantrell, seconded by Councilman Simmons, and carried unanimously, the Council approved budget amendments to use capital reserve funds for the project in the amount of \$150,000.

Councilman Thompson asked for verification that this money would be replaced in future years. The City Manager affirmed that was correct.

The City Manager stated that everyone has been appreciative of working with Wilkie. Brookshire stated it has been an honor to work with the City.

The City Manager also expressed thanks to First United Methodist Church and the Pilot Club for encouraging the City to begin this project.

Sharon stated that April 22 was the planned move-in date, but it will more likely be May 1.

Jan Richardson reminded everyone that the Renew the Tradition Taste of Burke event was to be held the next day at the Old Armory.

III. Adjournment – The meeting was adjourned at 12:25 p.m.

Preparation of Minutes. These minutes were prepared by Mikela D. Russell, Assistant City Clerk. Copies of all resolutions, ordinances and orders referenced in these minutes are intended to be incorporated into these minutes as if fully set forth herein. Prior to including them into the official minute book, the minutes have been read and approved by the City Manager and the City Attorney, then distributed to each member of the City Council for further review and final approval, at a subsequent Council Meeting.



Mayor

Assistant City Clerk